

Written Submission Extension Request

If a party wishes to request an extension of the time established by the submissions schedule, the request must be in writing to the Tribunal in advance of the date on which the submission is due. Any such request must be accompanied by the reason for the request. You must obtain the consent and signature of the other party and submit the completed form to the Tribunal.

TO BE COMPLETED BY APPELLANT		
NAME	TELEPHONE NUMBER	APPEAL NUMBER
Reason(s) for your request for an extension of time:		
APPELLANT'S SIGNATURE OR PIN	DATE (MONTH/DAY/YEAR)	
TO BE COMPLETED BY THE MINISTRY		Consent Provided Yes No
NAME		
SIGNATURE	DATE (MONTH/DAY/YEAR)	
TO BE COMPLETED BY THE TRIBUNAL CHAIR		Consent Provided Yes No
Reason(s) for the decision:		
TRIBUNAL CHAIR'S SIGNATURE	DATE (MONTH/DAY/YEAR)	

Send the completed request to:

Employment and Assistance Appeal Tribunal

Toll Free Fax: 1-877-356-9687

Fax in Victoria: 250-356-9687

Email: info@eaat.ca

Questions? Call Toll Free: 1-866-557-0035, or in Victoria: 250-356-6374